

United States Bowling Congress (USBC) State Association Bylaws

Article I Name

This association is chartered by the United States Bowling Congress. The name of the organization is:

Tennessee State USBC Youth

Article II Nonprofit Corporation and Charter

Section A. Nonprofit Corporation

The association is organized as a nonprofit corporation and operates consistent with the requirements of an organization classified as tax exempt under Section 501(c)(3) of the Internal Revenue Code (IRC).

Section B. Charter

The association shall be chartered by USBC and subject to its authority. To maintain its charter, the association must:

1. Provide services for: USBC Youth in the state of Tennessee.
2. Adopt bylaws approved by USBC.
3. Not enact any bylaws or rules inconsistent with USBC's bylaws.
4. Adhere to Performance Standards and stated requirements as set forth in the USBC Association Policy Manual..

Article III Purpose

The purposes of the association as stated in the Articles of Incorporation, include, but are not limited to:

1. Providing equal opportunity for all in the sport of bowling without regard to race, religion, age, gender, disability, or national origin.
2. Promoting the game of American Tenpins.
3. Conducting and supporting bowling competition.
4. Engaging in any other activities permitted by an organization classified as tax exempt under Section 501(c)(3) of the IRC.

Article IV Membership and Dues

Individuals who have obtained USBC and local association membership, in accordance with USBC and local association bylaws, become members of this association through payment of applicable annual state dues, if any.

The board, by two-thirds vote, determines and adopts youth dues, if any.

The Board may waive all or part of state dues for:

1. Members of other USBC associations having a reciprocal agreement with the association.
2. Other groups, such as seniors, etc., as determined by the board.

The association cannot charge additional non-dues assessments.

Article V

Board of Directors - Management

Section A. Board Composition, Authority and Duties

The management and governance of the association is vested in the board of directors. The number of directors is determined by the youth representatives. The maximum number of directors is 9.

The board shall not engage in any acts constituting a conflict of interest. The board's duties include but are not limited to:

1. Enforcing the bylaws.
2. Complying with the USBC Association Policy Manual.
3. Ensuring adherence to all USBC Performance Standards.
4. Adopting dues, up to the maximum established by USBC
5. Conducting championship level competition for youth membership constituency.
6. Providing education, training, evaluations, recognition and other services as determined by USBC.
7. Implementing USBC programs.
8. Selecting/appointing and evaluating the performance of the Association Manager.
9. Approving use of membership records.

Section B. Eligibility

A candidate for the board must be:

1. A USBC member in good standing at the time of election and throughout their term.
2. Elected or appointed without regard to race, color, religion, gender, disability, national origin, or age, other than the minimum age of 12 years, unless state laws mandate a specific age and be reasonably representative of the membership.
 - a. Any member of the board authorized to sign contracts or acting as a signatory on association accounts must be a minimum age of 18.
3. The State of Tennessee will be divided into the following three (3) regions for election of vice presidents and are defined as follows:

Region 1 - Clarksville/Fort Campbell, Dyersburg, Humboldt, Jackson, Lexington, Memphis, Paris, Savannah, Union City;

Region 2 - Chattanooga, Columbia, Cookeville, Crossville, Dickson, Lebanon, Lewisburg, Murfreesboro, Nashville, McMinnville, Shelbyville, Springfield, Tullahoma;

Region 3 - Athens, Bristol, Cleveland, Greeneville, Johnson City, Kingsport, Knoxville, Maryville, Morristown, Newport, Oak Ridge, Roane County, Rogersville.
4. Directors are elected by a majority vote* of the youth representatives present and voting, from:
 1. A slate provided by the Nominating Committee.
 2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.
Voting will be by ballot if more than one nominee for each position.
 3. The officers shall consist of a President, three (3) Vice Presidents, one (1) from each region, and Sergeant-At-Arms.
 4. Nominees for Vice President of a particular region must reside in that region and be a current member of the Board of Directors.
 5. Nominees for President must be at least a Four (4) year Term current Board Member.

**If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote.*

Section C. Term

1. The election of Officers and Directors shall be held at the annual meeting of the youth representatives and election shall be to a specific office for a term of two (2) years. Election shall be by ballot of the voting members. Officers and directors shall be elected one at a time in the year specified.
2. The following will be elected during the odd numbered years. President, Sergeant-At-Arms, Directors number 1, 3, 5, 7 and 9.
3. The following will be elected during even numbered years. (1) Vice President from each region, Directors number 2, 4, 6 and 8.
4. The board will hire or rehire the Association Manager after election of the board at the annual meeting.

Section D. Resignation, Removal, and Vacancies

1. **Resignation.** A board member may resign from the board of directors by providing written notice of resignation to the President or, in the case of the President, to the board.
2. **Removal for Ineligibility.** A board member who is no longer eligible to serve on the board may be removed by a two-thirds vote of the board when a quorum is present.
3. **Removal for Cause.** When a board member is accused, in writing, of failure to properly perform the duties of their office or otherwise engaging in improper or unfair activities or conduct, the board may conduct a hearing following the Removal Procedures in the Suspension and Reinstatement Chapter. An appeal may be filed with USBC within 15 days of the removal. Two-thirds written consent of the full board is required to seek re-election and/or re-appointment to the board.
4. **Vacancies.** Vacancies in positions on the board are filled for the un-expired portion of each term as follows:
 - a. The President, with board approval shall fill vacancies in director positions.
 - b. The board fills vacancies in officer positions.

Article VI Officers

Section A. President and Vice President

The officers of this association shall include a president, 3 Vice Presidents and Sergeant-at-Arms.

Section B. Election

Officers are elected by a majority vote* of the youth representatives present and voting, from:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee at least 24 hours prior to the opening of the annual meeting.

Voting will be by ballot if more than one nominee for each position.

**If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote.*

Section C.Term

The term for elected officers is 2 years, not to exceed three years. The number of years in a term, the number of terms allowed and a stagger system are determined by the youth representatives.

Section D. Authority and Duties

1. **President**
 - a. Presides at all meetings.
 - b. Acts as spokesperson for the association.
 - c. Serves as the liaison to the state proprietors association, if applicable.
 - d. Appoints committees, except nominating, with board approval.

Note: All committees should be composed of both board members and non-board members.

2. **Vice President**

- a. Presides at all meetings when the President is absent.
- b. Performs other duties as prescribed by the board or requested by the President.

3. **Association Manager**

- a. Selected/appointed by and accountable to the board.
- b. Responsible for implementation of USBC's Performance Standards.
- c. Acts as the ex officio non-voting manager of the board or such other officer designation as required by law and determined by the board.
- d. Responsible for other duties as prescribed by the board and in the USBC Association Policy Manual.

Article VII Meetings

Section A. Annual Meeting

An Annual Meeting of the Youth Representatives/alternates shall be held at a time and place approved by the board of directors. Attendance is open to all members.* Voting officers, directors, delegates/alternates and Youth Representatives/alternates must be at least 12 years of age, unless state laws mandate a specific age.

1. Youth associations will invite all youth associations as well as those associations that have a combined membership of men, women and youth

*Youth Associations will also allow adult USBC members involved in youth programs to attend with voice only.

Delegates, Youth Representatives and Alternates. Defined as members, at least 12 years of age, unless state laws mandate a specific age, who are elected by chartered local associations as follows: Only youth memberships will be used to determine the number of Youth Representatives and alternates an association is entitled to send to the USBC state Youth Association meeting.

Each charter Association will be entitled to two (2) adult delegates and two (2) adult alternates defined as members, at least 14 years of age, who are elected by chartered local associations as follows:

A local association is not eligible to send delegates or Youth Representatives/alternates if it is declared delinquent or USBC has revoked its charter.

Note: An association that has not processed dues for the current season shall be considered delinquent.

- a. **Credentials.** Credentials are forwarded to the state association at least 15 days prior to the opening of the annual meeting. Qualifications must be submitted to the Nominating Committee 24 hours prior to the opening of the Annual Meeting.

2. Voice and Vote

- a. Youth Representatives, voting officers and directors of the association, at least 14 years of age, unless state laws mandate a specific age, have voice and vote.

Other members may attend with voice only. Absentee and proxy voting are not permitted.

3. Responsibilities

- a. Youth Representatives shall:
 - 1) Adopt bylaws, with the exception of youth dues.
 - 2) Elect officers and directors to the board.

4. Meeting Notice

Written notice of the meeting shall be forwarded to the board and *youth representatives* at least 15 days prior to the annual meeting. Special meetings may be called by the President or upon written request of at least three board members.

5. **Quorum**

- a. Nine Youth Representatives (Youth association) constitute a quorum. The Youth Representatives determine the number.

6. **Action**

- a. **Youth Associations.** A majority vote of Youth Representatives, officers and directors present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action, unless otherwise provided by law or these bylaws.

Election of officers and directors requires a majority vote*. Election of delegates and alternates requires a plurality vote. Absentee and proxy voting are not permitted.

**If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote.*

Section B. Board Meeting

The board shall meet at least annually. Special meetings may be held upon the request of any board member if a majority of the board approves.

- 1. **Notice.** Written notice for all regular and special meetings shall be forwarded to the board at least 15 days prior to the meeting.
- 2. **Quorum.** Six board members constitute a quorum.
- 3. **Action.** A majority vote of the officers and directors, present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action unless otherwise provided by law or these bylaws. Absentee and proxy voting are not permitted.

Section C. Parliamentary Procedure

The most recent edition of Robert’s Rules of Order, Newly Revised, shall govern all meetings.

**Article VIII
Committees**

Section A. Standing Committees

- 1. **Nominating Committee** The committee reviews candidates, prepares slates and publicizes criteria and procedures for elected positions for the board .President, Sgt at Arms and Directors 1,3,5,7 and 9 to be elected in the odd years. Vice Presidents and Directors 2, 4, 6 and 8 to be elected in even years. (See the USBC Association Policy Manual for composition of the Nominating Committee.)
- 2. **Finance Committee** The committee is responsible for reviewing and monitoring the annual budget and other financial matters.

Section B. Other Committees

The president may establish other committees as needed.

- 1. **Youth Leaders**
- 2. **Volunteer of the Year**
- 3. **Web Site**
- 4. **Annual Meeting**
- 5. **Legislative**
- 6. **Tournaments: State/Pepsi/Top 5**
- 7. **Tournament Rotation**
- 8. **Nominating**
- 9. **Finance**

Article IX Amendments

Section A. Procedure

Any member of the association may submit proposed amendments to these bylaws. The state association bylaws may be amended by a two-thirds vote at any Youth Representative meeting. The amendment must be:

1. a. Submitted in writing to the Association Manager or President.
b. Submitted at least 15 days prior to the meeting when the association is considering the proposal.
2. Forwarded by the state association at least 7 days before the meeting to:
 - a. Local Association Managers.
 - b. Board of Directors.
 - c. Youth Representatives eligible to vote.

Section B. Change in Dues

Forward a notice at least 15 days prior to the meeting at which the proposed change is considered to:

1. Youth Representatives.

The notice must:

1. Be in writing.
2. Specify the amount of the change.
3. Specify the reason for the change.

Changes in youth dues are adopted by the board.

Notification of any adopted change in dues and the reason for the change will be forwarded in writing to each local association.

Section C. Effective Date

All amendments are effective August 1, following adoption, unless otherwise specified when adopted.

Article X Fiscal Year

The fiscal year of this association is August 1 through July 31.

Article XI Indemnification

Directors, officers, and other authorized volunteers, employees or agents shall be indemnified against claims for personal and individual liability arising in connection with their positions or service on behalf of the association to the full extent permitted by law.

Amended/Approved Nov 10, 2005

Amended/Approved 7,17,07

Amended July 14, 2012

Amended and Approved Nov. 23, 2013